



Riverside Primary School
Minutes of the Full Governing Body Meeting

Tuesday 21 February 2017

Held at school at 4:00pm

Governors Present:

Ruth Sayers (Chair)	Anthony Launce	George Wheeler	Jane Ford
Brian Jones (Head)	Natalie Turnock	Joy Bush	Jeff Dawson
Miranda Crowley	Kimberley Hendy		

In Attendance:

Lisa Moran (Clerk)

1	<p>Apologies Apologies from Amanda Briggs and Greg O'Reilly were accepted. Benjamin Ham – was absent without apologies</p>	
2	<p>Verbal Declarations of Interest for this meeting There were no verbal declarations of interest.</p>	
3	<p>Minutes of the last meeting 18.10.16 The minutes of 18 October 2016 were checked for accuracy and governors unanimously agreed they should be signed as a correct record.</p>	
4	<p>Matters Arising Resignation of Clerk to Govs – Mr Jones introduced Mrs Moran who had replaced Mrs Wardle as Clerk. Term Dates 2017/18 – A survey had been circulated to both staff and parents, with a 50:50 result. The decision had been taken at the Finance and Personnel Committee in January to accept Option 2, a 2 week half-term in October. Mr Jones apologised to the Committee that the decision had been taken at F&P, but felt that the time constraints in advising parents warranted this action. Its impact on education will be assessed and another parent survey carried out before a decision is taken for 2018/19. <i>Q. Would the decision again be taken by the F&P Committee?</i> <i>A. No, will remain with the Full Governing Body.</i> <i>Q. Should the Full Governing Body meet earlier to enable communication to parents?</i> <i>A. Unanimous decision to move Full Governors to before February '18 Half-term.</i></p>	
5	<p>Governors' Correspondence None Received.</p>	
6	<p>School Improvement</p> <ul style="list-style-type: none"> • Head teacher's Report for Spring Term '17 was circulated, including racist incidents, exclusions and incidents involving outside agencies. <i>Q. Why were pupil numbers in year 1 over Pan?</i> <i>A. A child from a special school had been integrated back into Year 1, as a pupil from that year group has informed us of their impending move.</i> <i>Q. What are Standards Days?</i> <i>A. Members of the SMT spend a day observing year groups and carrying out book scrutinies. Staff members within the year group do not know this is going to happen until the morning of the observation.</i> <p>The budget was discussed; B Jones recommended all Governors visit the Schools Cuts Website as it shows Riverside School as being one of the biggest losers if the proposed funding formula for 2018/19 comes into effect.</p>	

	<p>Brian had written to the school's local MP and had received a reply confirming he was aware of the situation. Brian encouraged all Governors to also write to the local MP, Johnny Mercer, voicing their concerns - his address is available online.</p> <p>Q. <i>Has the MP ever visited our school, if not, should we invite him?</i></p> <p>A. <i>Yes, a very short visit was made, but he was not here long enough to get an understanding of our pupils and the school's ethos. Governor's should consider inviting him to a Governor's meeting</i></p> <p>Q. <i>Is any indication given as to why we have lost so much funding?</i></p> <p>A. <i>The main probability is how heavily funded we are at the moment due to being in a largely deprived area. Funding in the future is to be spread more equally between all schools.</i></p> <ul style="list-style-type: none"> • Governors' Visit to School – 24 visits had been made to school between October '16 and January '17. The Chair encouraged all governors to visit school whenever possible and to engage with their linked year groups. • Governor Training – 4 Governors had attended Understanding Pupil Progress Data training, held at the school by Mr Yuill. <p>Q. <i>Can School staff be released in the working day to attend governing training.</i></p> <p>A. <i>Yes – All Governors are encouraged to attend any training they feel would benefit them in their role.</i></p> • Clerks Updates – Chair & Clerks Update attended 08.02.17 and main points were passed to Governors:- Changes to way Ofsted Inspections are carried out with Ofsted Inspectors (OI) now leading short inspections of good schools. A new Governance Handbook, Governors Competency Framework and a document regarding online safety in schools are available on the DFE website. Discussion regarding pupil safety prompted the following question:- <p>Q. <i>If a Parent Governor is approached by concerned parents regarding the safety of pupils at Riverside, how should they respond?</i></p> <p>A. <i>Reassure parent that the school has rigorous systems in place to keep our children safe. DBS checks are carried out on all staff who have contact with children in school. We cannot stop parents coming onto site through 'hearsay' but all relevant people are kept aware of any concerns and we have close contacts with the police. Please direct to the Head or Assistant Head Teachers if they have further concerns.</i></p> 	
7	<p>School Inspection by SIP</p> <p>Our School Improvement Partner, Alison Cogher, is a trained Ofsted inspector and recently visited to carry out a review based on our recent Inspection Dashboard. Her findings were extremely positive and she was confident a good standard would be achieved when inspection took place. The SMT have produced an action list to rectify any negative points raised. A copy of the dashboard listing the strengths and weaknesses of the school was distributed for perusal.</p> <p>Q. <i>The weaknesses are all based in KS1, why is this and have interventions been put into place to rectify this?</i></p> <p>A. <i>Most of our children enter Foundation at below national average levels, with some still a little low, but most at expected levels by the time they leave KS1. When completing KS2 most are above the national level, showing consistent progress is being attained through school. Interventions are put in place to assist less able pupils.</i></p> <p>Q. <i>Is the new homework format working?</i></p> <p>A. <i>Definitely, children and parents are enjoying learning together and pupils are being given different experiences to those in class. Homework displays to parents have been very well attended and parents are very positive, commenting that their children are given more choice and it helps with conflict at home.</i></p>	

8	<p>MAT Update</p> <p>The Head Teacher and Chair had met with the CEO of the Horizon Academy and had put a list of questions to him (circulated). It was a very positive meeting and both came away feeling that joining Horizon would have the least impact on our pupils and staff. All Governors agreed that from presentations received, Horizon's had the most impact.</p> <p>Q. <i>Do we have to join a MAP?</i></p> <p>A. <i>No, but we are one of only 14 schools in Plymouth who has not yet joined. The LA is getting smaller and the charge for the services they still offer are getting more expensive, which will have a financial impact on a budget which is also getting tighter. At this present time there is a financial pull as funding is provided to cover legal costs.</i></p> <p>Q. <i>Have any other schools been approached to join?</i></p> <p>A. <i>Yes – Ford, Victoria Road and Plaistow Hill.</i></p> <p>Q. <i>If we joined Horizon and it was not big enough to survive in the future, could it be eaten up by another MAP.</i></p> <p>A. <i>Yes, as Horizon we could join up to a larger MAP as there is no limit to the size of a MAP which can include primary and secondary schools. We would not be able to leave Horizon to join a bigger MAP independently.</i></p> <p>Q. <i>Would we have to change our school uniform / school logo.</i></p> <p>A. <i>No – we would keep our own identity.</i></p> <p>B Jones asked Governors to vote on completing the application form to start the process of converting to academy status and to join Horizon, with a result of 9 for and 1 abstain. Application Process Approved.</p> <p>Due to our PFI status, and our not owning the land or the school building, our application could take longer than normal at between 6 months to a year.</p>	
9	<p>Policies</p> <ul style="list-style-type: none"> • Prevent Policy – No Change – Approved Prevent Training for Governors is to be arranged shortly by Mr Yuill Details will be sent out accordingly. • School Admission Arrangements 2018/19 – Had been through consultation with PCC – No changes - Approved 	
10	<p>Link Governor Report</p> <p>Looked After Children (LAC) – Mrs Jane Ford met with the Head Teacher to better understand policies and procedures relating to LAC. Last year the school had 3 looked after children, but they have since moved on and we have no LAC registered with us. The school is very good at drawing down any available funding for LAC, which enables us to offer robust support to any such children entrusted to our care. PCC have a 'virtual head teacher' who acts as Head for all LAC across the city, and in spite of not currently having any LAC, B Jones regularly attends meetings.</p> <p>Q. <i>What is a Looked After Child?</i></p> <p>A. <i>Any child that is in Foster Care or has been adopted.</i></p>	
11	<p>Committee Reports</p> <ul style="list-style-type: none"> • Personnel and Finance – 11.10.16 & 17.01.17– Antony Launce has been appointed as Chair, with Miranda Crowley as Vice Chair. The 2016/17 budget is currently showing a healthy carry forward of £97,932. Cover has been arranged for teachers on or starting maternity leave; teachers' maternity costs are now not de-delegated back to the LA and will have to be met by the school from the 1st April – Insurance will be used to cover this. The Head Teachers Performance Management had been carried out, and it was agreed he was hitting all targets. A new Sabbatical Policy had been put to staff and had been agreed. A donation of £700 towards the Finland Trip was agreed, this and any other funding raised up to £5,000 will be matched by the Local Authority. 	

	<ul style="list-style-type: none"> Curriculum & Premises - 29.11.16 – Jeff Dawson has been appointed as Chair, with Greg O'Reilly as Vice Chair. Subject Coordinators Reports had been received on Art, Science and Assessment. J Ford is the local STEM Ambassador and offered her services to the school if required. KS1 and KS2 results show that there is no significant gap between non-pupil premium and pupil premium children, however there was a gender gap, but this was down to standard child development. A pupil and staff survey had been carried out, pupils seem to be very happy at Riverside and staff replies came back very positive. <p><i>Q. Is the school celebrating Science week on the 13 March.</i></p> <p><i>A. No – As we are holding a school theme week, which will cover all areas of the curriculum.</i></p> <p>2 applications have been made for funding for the Summer School, and we are confident of receiving at least one. PE equipment safety test had been carried out and all items were deemed safe. PAT Testing was carried out on all equipment in the October half-term. 3 Staff have been trained as first aiders, one TA, one member of the Breakfast and After School Club team and the PE TA for when he is off site with our pupils. Interserve Monthly report had been received and there were no concerns raised.</p>	
12	Items for the Next Agenda MAT Update	
13	Close and Date of Next Meeting The Chair thanked governors for attending and it was noted that the next meeting would be held on Tuesday 23 rd May at 4pm There being no further business the meeting closed at 5.45pm	

The minutes were signed as an accurate record of the meeting by:-

Signed.....(Chair)

Date.....